

URBAN
MUNICIPAL

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AGENDAS/MINUTES
HAMILTON PERFORMING
ARTS FOUNDATION INC.
Aug.29, 2001...

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HAMILTON PERFORMING ARTS FOUNDATION INC.

ANNUAL MEETING OF THE BOARD OF DIRECTORS

**Wednesday, August 29, 2001
12:00 Noon**

**(Directly Following the HECFI Board Meeting)
Hamilton Convention Centre
Room 314**

URBAN MUNICIPAL

ORDER OF BUSINESS

AUG 29 2001

GOVERNMENT DOCUMENTS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

- A. Confirmation of Proceedings
B. Appointment of Auditors
C. Audit Committee First Report

Attachment A
Attachment B
Attachment C

INFORMATION ITEMS

2. Correspondence
3. Minutes of June 28, 2000 Meeting
 3.1 Errors of Omissions
 3.2 Motion to Approve
4. New Business
5. Other Business
6. Adjournment

Attachment 2
Attachment 3

OUTSTANDING BUSINESS

Nil

C

The Audit Committee, pursuant to FIRST REPORT OF 2001, has the pleasure to report that it has reviewed the financial statements of the Foundation and has concluded that the financial statements are presented fairly in all material aspects.

1. That the financial statements of the Foundation for the year ended December 31, 2001, are presented fairly in all material aspects.

THAT THE TRUST HAS ADEQUATE FINANCIAL RESOURCES TO OPERATE AS A FOUNDATION.

A. Confirmation of Proceedings

THAT ALL ACTS, PROCEEDINGS, CONTRACTS, BY-LAWS, APPOINTMENTS, ELECTIONS AND PAYMENTS, ENACTED, MADE, DONE AND UNDERTAKEN BY THE DIRECTORS AND OFFICERS OF THE FOUNDATION SINCE THE LAST ANNUAL GENERAL MEETING OF MEMBERS AS RECORDED IN THE MINUTES OF MEETINGS OF DIRECTORS OR MEMBERS OR ON THE BOOKS OR RECORDS OF THE FOUNDATION BE APPROVED, RATIFIED AND CONFIRMED.

**B. Reaffirmation of H.P.A.F.I. Board/H.E.C.F.I. Board
and City of Hamilton Auditors**

THAT H.E.C.F.I. APPOINT THE SAME AUDITORS AS ARE APPOINTED BY THE CITY OF HAMILTON TO BE EFFECTIVE UNTIL THE NEXT ANNUAL MEETING OF THE MEMBERS OR UNTIL AN ALTERNATE AUDITING FIRM IS APPOINTED.

C

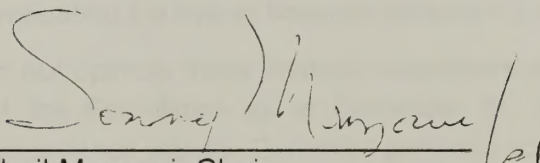
AUDIT COMMITTEE FIRST REPORT OF 2001

The Audit Committee presents its **FIRST** Report of 2001 from its meeting held 2001 August 22, and respectfully requests approval of the following recommendations:

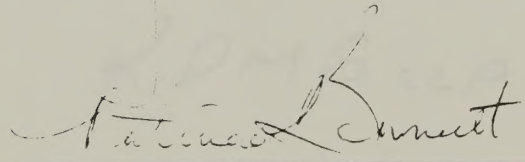
1. Draft 2000 Audited Financial Statements for Hamilton Performing Arts Foundation Inc.

THAT THE DRAFT 2000 AUDITED FINANCIAL STATEMENTS FOR H.P.A.F.I. BE APPROVED.

Respectfully submitted,



Soheil Monzavi, Chair



Patricia Bennett, Secretary



Financial Statements of

THE HAMILTON PERFORMING ARTS FOUNDATION INC.

Year ended December 31, 2000



KPMG LLP
Chartered Accountants
Box 976
21 King Street West Suite 700
Hamilton ON L8N 3R1

Telephone (905) 523-8200
Telefax (905) 523-2222
www.kpmg.ca

AUDITORS' REPORT

To the Board Members of
The Hamilton Entertainment Performing Arts Foundation Inc.:

We have audited the balance sheet of The Hamilton Performing Arts Foundation Inc. as at December 31, 2000 and the statement of fund balance for the year then ended. These financial statements are the responsibility of the Foundation's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Foundation as at December 31, 2000 and its fund balance for the year then ended in accordance with the Canadian generally accepted accounting principles.

KPMG LLP

Chartered Accountants

Hamilton, Ontario

April 20, 2001

THE HAMILTON PERFORMING ARTS FOUNDATION INC.

Balance Sheet

December 31, 2000, with comparative figures for 1999

	2000	1999
Assets		
Current assets:		
Cash	\$ 17	\$ 17
Advance to a related corporation (note 3)	12,135	11,492
	\$ 12,152	\$ 11,509
Fund balance		
Surplus	\$ 12,152	\$ 11,509
	\$ 12,152	\$ 11,509

See accompanying notes to financial statements.

THE HAMILTON PERFORMING ARTS FOUNDATION INC.

Statement of Fund Balance

Year ended December 31, 2000, with comparative figures for 1999

	2000	1999
Fund balance, beginning of year	\$ 11,509	\$ 11,116
Interest revenue	643	393
Fund balance, end of year	\$ 12,152	\$ 11,509

See accompanying notes to financial statements.

THE HAMILTON PERFORMING ARTS FOUNDATION INC.

Notes to Financial Statements

Year ended December 31, 2000

1. Nature of operations:

The Hamilton Performing Arts Foundation Inc. was incorporated with the objective of making gifts to other Canadian charitable organizations and Canadian municipalities, and to provide, promote, present, develop, assist, maintain, operate and manage the performing arts, educational and cultural activities, and their respective facilities.

2. Significant accounting policies:

The Foundation follows Canadian generally accepted accounting principles in preparing its financial statements. The significant accounting policies used are as follows:

- (a) Revenue and expenses of the Foundation are recorded on the accrual basis.
- (b) Purchases of equipment, if any, are recorded as a charge against revenue in the year of acquisition.

3. Advance to a related corporation:

In 1991, the Foundation advanced monies to The Hamilton Entertainment and Convention Facilities Inc., a corporation related by common directorship, which in turn invested the funds with the Corporation of the City of Hamilton. All interest earned on these funds accrues to the Foundation. The continuity of this advance is as follows:

	2000	1999
Balance, beginning of year	\$ 11,492	\$ 11,099
Interest earned during the year	643	393
Balance, end of year	\$ 12,135	\$ 11,492

4. Statement of cash flows:

A separate statement of cash flows is not presented since cash flows from operating, investing and financing activities are readily apparent from the other financial statements.

JUL 19 2001

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Justin Williams
29 Greendale Drive
Hamilton, Ontario
L9C 4R5

July 12, 2001

Hamilton Performing Arts
10 MacNab Street South
Hamilton, Ontario
L8P 4Y3

Attn: Mr. S. Monzavi

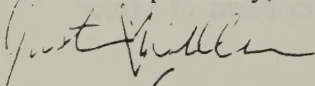
I would like to take this opportunity to thank the Hamilton Performing Arts, through the Ontario Student Opportunity Trust Fund, for awarding me the scholarship of \$500.00.

It is indeed an honour to be chosen for such an award, and I assure you that I will make every effort to achieve my fullest potential in the study of music.

My passion for music, especially jazz, was nurtured during high school, and I am hoping to pursue it as a career.

Thanks again to your organization for your generosity in assisting me in achieving my post-secondary goals.

Yours Respectfully,



Justin Williams

cc: Terry Mote
Assistant Registrar
Student Recruitment and Awards

Reagan M. Jones
345 Limeridge Rd. West
Hamilton, Ont.
L9C 7C9

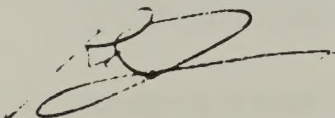
November 4th, 2000

Ms. Patricia Bennett, Secretary
Hamilton Performing Arts Foundation Ltd.
Hamilton Place
Hamilton, Ont.
L8W 2B5

Dear Sir or Madam:

I would like to thank you personally for your generosity in donating the money for this award, it was a great honour receiving this award. I plan to use the money for tuition purposes. My future goals in life are to further my education by graduating college and then moving on to University. There I wish to further my studies in music in both performance and teaching. I plan to go on to Teachers college and one day become a primary school music teacher, and on the side play my drums with a jazz band. Thanks again for this award, it means a lot to me.

Sincerely,

A handwritten signature in black ink, appearing to be 'Reagan M. Jones', written over a horizontal line.

Reagan M. Jones

HAMILTON PERFORMING ARTS FOUNDATION INC.

ANNUAL MEETING OF THE BOARD OF DIRECTORS

Wednesday, June 28, 2000
12:00 Noon
(following HECFI Board Meeting)
Copps Coliseum, Hamilton Room

MINUTES

PRESENT: Alderman T. Anderson, Chair
Mrs. M. Dow, Second Vice chair
Alderman B. Kelly
Alderman R. Corsini
Ms. B. Campbell
Mr. R. Baboth
Mr. P. DeCaria
Mr. F. Deys
Mr. S. Monzavi
Mr. A. Skrypniak
Mr. J. Nelson
Mr. B. Ingleby

ALSO PRESENT: Mr. G. Macaluso
Mr. B. Calder
Mr. S. Farrauto
Ms. D. Vivian
Mr. J. Elder
Mr. R. DiFilippo

REGRETS: Mayor R. Morrow
Alderman B. Charters

1. Opening Remarks

Alderman Anderson called the meeting to order at 12:15 p.m.

A. Confirmation of Proceedings

Moved by Mr. Monzavi, seconded by Mr. Ingleby that

ALL ACTS, PROCEEDINGS, CONTRACTS, BY-LAWS, APPOINTMENTS, ELECTIONS AND PAYMENTS, ENACTED, MADE, DONE AND UNDERTAKEN BY THE DIRECTORS AND OFFICERS OF THE FOUNDATION SINCE THE LAST ANNUAL GENERAL MEETING OF MEMBERS AS RECORDED IN THE MINUTES OF MEETINGS OF DIRECTORS OR MEMBERS OR ON THE BOOKS OR RECORDS OF THE FOUNDATION BE APPROVED, RATIFIED AND CONFIRMED.

MOTION CARRIED.

B. Appointment of Auditors

Moved by Mrs. Dow, seconded by Ms. Campbell that

THE FIRM OF KPGM BE APPOINTED AS AUDITOR OF THE HAMILTON PERFORMING ARTS FOUNDATION INC. UNTIL THE NEXT ANNUAL MEETING OF THE MEMBERS OR UNTIL ITS SUCCESSOR IS APPOINTED.

MOTION CARRIED.

C. Audit Committee First Report

Moved by Alderman Kelly, seconded by Mr. Nelson that

THE DRAFT 1999 AUDITED FINANCIAL STATEMENTS FOR THE HAMILTON PERFORMING ARTS FOUNDATION INC. BE APPROVED.

MOTION CARRIED.

2. Minutes of May 12, 1999 Annual Meeting

Moved by Mr. Ingleby, seconded by Mr. Baboth that

THE MINUTES OF THE MAY 12, 1999 MEETING BE APPROVED.

MOTION CARRIED.

3. New Business

3.1 Scholarship Fund : McMaster University

The Secretary reported that McMaster University had not disbursed a scholarship grant to a student during 1999. Discussion with the university resulted in the suggestion that the Foundation's criteria was too restrictive. The Board directed that the Secretary continue discussion with McMaster University and to present a further report.

4. Other Business

Nil

5. Adjournment

The meeting adjourned at 12:20 p.m.

TAKEN AS READ AND APPROVED

Alderman T. Anderson, Chair

Patricia Bennett, Secretary

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HAMILTON PERFORMING ARTS FOUNDATION INC.

URBAN MUNICIPAL

ANNUAL MEETING OF THE BOARD OF DIRECTORS

SEP 3 0 2002

Thursday, August 29, 2002

GOVERNMENT DOCUMENT

(*Directly Following the HECFI Board Meeting*)
Hamilton Convention Centre
Room 314

ORDER OF BUSINESS

DECLARATION OF CONFLICT OF INTEREST

1. Opening Remarks

ACTION ITEMS

- A. *Confirmation of Proceedings*
B. *Appointment of Auditors*
C. *Audit Committee First Report*

Attachment A
Attachment B
Attachment C

INFORMATION ITEMS

2. Correspondence
3. Minutes of August 29, 2001 Meeting
 3.1 Errors of Omissions
 3.2 Motion to Approve
4. New Business
5. Other Business
6. Adjournment

Nil
Attachment 3

OUTSTANDING BUSINESS

Nil

2002 August 26
Patricia Bennett
Legislative Assistant

A. Confirmation of Proceedings

THAT ALL ACTS, PROCEEDINGS, CONTRACTS, BY-LAWS, APPOINTMENTS, ELECTIONS AND PAYMENTS, ENACTED, MADE, DONE AND UNDERTAKEN BY THE DIRECTORS AND OFFICERS OF THE FOUNDATION SINCE THE LAST ANNUAL GENERAL MEETING OF MEMBERS AS RECORDED IN THE MINUTES OF MEETINGS OF DIRECTORS OR MEMBERS OR ON THE BOOKS OR RECORDS OF THE FOUNDATION BE APPROVED, RATIFIED AND CONFIRMED.

B. Reaffirmation of H.P.A.F.I. Board/H.E.C.F.I. Board
and City of Hamilton Auditors

THAT H.P.A.F.I. APPOINT THE SAME AUDITORS AS ARE APPOINTED BY THE CITY OF HAMILTON TO BE EFFECTIVE UNTIL THE NEXT ANNUAL MEETING OF THE MEMBERS OR UNTIL AN ALTERNATE AUDITING FIRM IS APPOINTED.

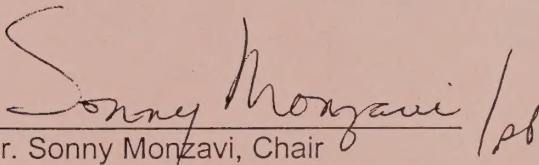
AUDIT COMMITTEE FIRST REPORT OF 2002

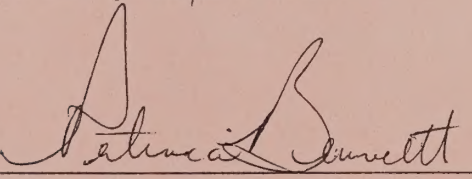
The Audit Committee presents its **FIRST** Report of 2002 from its meeting held August 22, 2002 and respectfully requests approval of the following recommendations:

1. Draft 2001 Audited Financial Statements for the Hamilton Performing Arts Foundation Inc.

THAT THE DRAFT 2001 AUDITED FINANCIAL STATEMENTS FOR THE HAMILTON PERFORMING ARTS FOUNDATION INC. (HPAFI) BE APPROVED.

Respectfully submitted,


Mr. Sonny Monzavi, Chair


Patricia Bennett, Secretary

Grant Thornton LLP
Chartered Accountants
Canadian Member Firm of
Grant Thornton International

Grant Thornton 

DRAFT

The Hamilton Performing
Arts Foundation Inc.
Financial Statements
December 31, 2001

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Balance Sheet	2
Statement of Fund Balance	3
Notes to the Financial Statements	4

DRAFT

Grant Thornton LLP
Chartered Accountants
Canadian Member of
Grant Thornton International

Grant Thornton 

AUDITORS' REPORT

To the Board Members of
The Hamilton Performing Arts Foundation Inc.,

We have audited the balance sheet of The Hamilton Performing Arts Foundation Inc., as at December 31, 2001 and the statement of fund balance for the year then ended. These financial statements are the responsibility of the Foundation's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Foundation as at December 31, 2001 and the results of its operations for the year then ended in accordance with Canadian generally accepted accounting principles.

The comparative figures for 2000 were audited by another firm of chartered accountants.

Hamilton, Ontario
April 9, 2002

Chartered Accountants

Standard Life Centre
120 King Street West
Suite 1040
Hamilton, Ontario
L8P 4V2
Tel: (905) 525-1930
Fax: (905) 527-4413

Grant Thornton LLP
Chartered Accountants
Canadian Member Firm of
Grant Thornton International

Grant Thornton 

AUDITORS' REPORT

To the Board Members of
The Hamilton Performing Arts Foundation Inc.,

We have audited the balance sheet of The Hamilton Performing Arts Foundation Inc., as at December 31, 2001 and the statement of fund balance for the year then ended. These financial statements are the responsibility of the Foundation's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Foundation as at December 31, 2001 and the results of its operations for the year then ended in accordance with Canadian generally accepted accounting principles.

DRAFT

Hamilton, Ontario

Chartered Accountants

Standard Life Centre
120 King Street West
Suite 1040
Hamilton, Ontario
L8P 4V2
Tel: (905) 525-1930
Fax: (905) 527-4413

The Hamilton Performing Arts Foundation Inc.

Balance Sheet

Year Ended December 31

2001

2000

Assets

Current assets:

Cash	\$ 17	\$ 17
Advance to a related corporation (note 3)	<u>12,550</u>	<u>12,135</u>
	<u>\$ 12,567</u>	<u>\$ 12,152</u>

Fund Balance

Surplus	<u>\$ 12,567</u>	<u>\$ 12,152</u>
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On behalf of the Board_____
Director_____
Director

See accompanying notes to the financial statements.

The Hamilton Performing Arts Foundation Inc.
Statement of Fund Balance

For the Year Ended December 31

2001

2000

	Actuals <u>2001</u>	Actuals <u>2000</u>
Revenue		
Fund Balance, beginning of year	\$ 12,152	\$ 11,509
Interest revenue	<u>415</u>	<u>643</u>
	<u>\$ 12,567</u>	<u>\$ 12,152</u>

DRAFT

See accompanying notes to the financial statements.

The Hamilton Performing Arts Foundation Inc.

Notes to the Financial Statements

December 31, 2001

1. Nature of operations:

The Hamilton Performing Arts Foundation Inc. was incorporated with the objective of making gifts to other Canadian charitable organizations and Canadian municipalities, and to provide, promote, present, develop, assist, maintain, operate, and manage the performing arts, educational and cultural activities, and their respective facilities.

2. Significant accounting policies:

The Foundation follows Canadian generally accepted accounting principles in preparing its financial statements. The significant accounting policies used are as follows:

- (a) Revenue and expenses of the Foundation are recorded on the accrual basis.
- (b) Purchases of equipment, if any, are recorded as a charge against revenue in the year of acquisition.

3. Advance to a related corporation:

In 1991, the Foundation advanced monies to The Hamilton Entertainment and Convention Facilities Inc., a corporation related by common directorship, which in turn invested the funds with the Corporation of the City of Hamilton. All interest earned on these funds accrues to the Foundation. The continuity of this advance is as follows:

	<u>2001</u>	<u>2000</u>
Balance, beginning of year	\$ 12,135	\$ 11,492
Interest earned during the year	<u>415</u>	<u>643</u>
Balance, end of year	<u>\$ 12,550</u>	<u>\$ 12,135</u>

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4. Statement of cash flow:

A separate statement of cash flows is not presented since cash flows from operating, investing and financing activities are readily apparent from the other financial statements.

HAMILTON PERFORMING ARTS FOUNDATION INC.

ANNUAL MEETING OF THE BOARD OF DIRECTORS

Wednesday, August 29, 2001
12:00 Noon
(following H.E.C.F.I. Board Meeting)
Hamilton Convention Centre
Room 314

MINUTES

PRESENT:

Mr. A. Skrypniak, Chair
Mayor R. Wade
Councillor R. Powers, First Vice Chair
Mrs. M. Dow, Second Vice Chair
Councillor C. Collins
Councillor A. Horwath
Mr. R. Baboth
Ms. B. Campbell
Mr. P. DeCaria
Mr. F. Deys
Mr. W. Ingleby
Mr. S. Monzavi

ALSO PRESENT:

Mr. G. Macaluso
Mr. R. DiFilippo
Mr. B. Calder
Mr. S. Farrauto
Mr. J. Elder
Mrs. J. Mills

REGRETS:

Councillor B. Kelly
Mr. T. Anderson

1. Opening Remarks

The Chair called the meeting to order at 1:55 P.M.

A. Confirmation of Proceedings

MOVED by Councillor Collins, seconded by Councillor Powers that

THAT ALL ACTS, PROCEEDINGS, CONTRACTS, BY-LAWS, APPOINTMENTS, ELECTIONS AND PAYMENTS, ENACTED, MADE, DONE AND UNDERTAKEN BY THE DIRECTORS AND OFFICERS OF THE FOUNDATION SINCE THE LAST ANNUAL GENERAL MEETING OF MEMBERS AS RECORDED IN THE MINUTES OF MEETINGS OF DIRECTORS OR MEMBERS OR ON THE BOOKS OR RECORDS OF THE FOUNDATION BE APPROVED, RATIFIED AND CONFIRMED.

MOTION CARRIED.

B. Appointment of Auditors

MOVED by Mrs. Dow, seconded by Councillor Horwath that

H.P.A.F.I. APPOINT THE SAME AUDITORS AS ARE APPOINTED BY THE CITY OF HAMILTON TO BE EFFECTIVE UNTIL THE NEXT ANNUAL MEETING OF THE MEMBERS OR UNTIL AN ALTERNATE AUDITING FIRM IS APPOINTED.

MOTION CARRIED.

C. Audit Committee First Report

MOVED by Ms. Campbell, seconded by Mr. Baboth that

THE AUDIT COMMITTEE FIRST REPORT OF 2001 BE APPROVED AND THE FOLLOWING RECOMMENDATION ENDORSED:

THAT THE DRAFT 2000 AUDITED FINANCIAL STATEMENTS FOR H.P.A.F.I. BE APPROVED.

MOTION CARRIED.

2. Correspondence

MOVED by Mr. DeCaria, seconded by Mr. Deys that

CORRESPONDENCE FROM JUSTIN WILLIAMS AND REAGAN M. JONES BE RECEIVED.

MOTION CARRIED.

3. Minutes of June 28, 2000 Annual Meeting

MOVED by Mr. DeCaria, seconded by Mr. Baboth that

THE MINUTES OF THE ANNUAL MEETING HELD JUNE 28, 2000 BE APPROVED.

MOTION CARRIED.

4. New Business

Nil

5. Other Business

Nil

6. Adjournment

The meeting adjourned at 2:00 P.M.

TAKEN AS READ AND APPROVED

Mr. A. Skrypniak, Chair

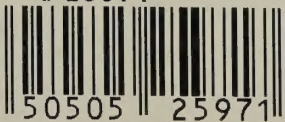
Patricia Bennett, Secretary



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